

DITTON PARISH COUNCIL

MINUTES OF A MEETING OF THE FINANCE AND ADMINISTRATION COMMITTEE HELD IN THE COUNCIL CHAMBER AT DITTON COMMUNITY CENTRE ON MONDAY 30TH OCTOBER 2023

PRESENT: CLLRS N NEWMAN [Chairman], M PORTER [Vice-Chair], MRS J DEARDEN & MRS A THROSSELL
MRS N GREENAWAY [Clerk of the Council]

239. OPENING OF MEETING

The Chairman opened the meeting at 7.30pm.

240. APOLOGIES

There were no apologies for absence.

241. DECLARATION OF INTERESTS

There were no declarations of interest.

242. FINANCIAL INFORMATION

(a) Financial Analysis Month 6

The financial analysis for month 6, which had previously been **CIRCULATED**, was **READ** and **NOTED**.

(b) Budget Management 2nd Quarter 2023/24 & Comparison with Previous Years

CIRCULATED, **READ** and **NOTED** that the Council was well within budget at month 6.

(c) Investment Update

The Clerk **REPORTED** that a dividend to 30th September of £6,005.59 had been received and this added to the dividend at 30th June of £5,379.91 gave a total of £11,385.50 so far this year.

243. ITEM REFERRED FROM COMMUNITY CENTRE COMMITTEE

Refurbishment of toilets

The quotations to refurbish the toilets for the main hall and the showers were considered. It was **NOTED** that the toilets are becoming an issue and requiring regular repairs and are long overdue for refurbishment.

RESOLVED TO RECOMMEND TO FULL COUNCIL TO PROCEED WITH THE REFURBISHMENT OF THE TOILETS PER THE QUOTE [UP TO £55,144.00] BUT THAT FURTHER QUOTES BE OBTAINED TO ENSURE BEST VALUE AND THE COST BE MET FROM THE COUNCIL'S RESERVES.

244. **ESTIMATES FOR FINANCIAL YEAR 2024/2025**(a) 2024/25 Estimates

Discussion took place on the draft estimates and necessary increases noted. Cllr Porter asked why there was no income from gazette advertising. The Clerk said this was because the gazette had not been issued on a regular basis and no-one had had time to contact prospective advertisers. The current rates were discussed. It was agreed to reduce the advertising rates and Cllr Porter offered to visit local business to see if they would be interested in advertising in future editions.

RESOLVED the new rates offered would be £50 per whole page, £25 per half page and £15 per quarter.

RESOLVED TO RECOMMEND the draft estimates for the Finance and Administration Committee and that they be included in the Full Estimates for the Financial Year 2024/25, for scrutiny by the Finance and Administration Committee at its precept meeting.

(b) Five Year Plan/Accrued Funds (Earmarked Reserves)

No items were identified to be included in the five year plan but the Clerk said a full review of all Council future requirements needed to be undertaken. The current Earmarked Reserves were **NOTED**.

245. **CLOSURE**

The meeting closed at 7.52pm.

Chairman
6th November 2023